

REF: MOOR 02

COMPILED BY:  
J. WRAY

W/E DATE (SUN):  
25.09.2022

TIME SHEET

CONTRACT: 21 MOORFIELDS

| NAME                                                  | MON |     | TUE   |       | WED   |       | THUR  |       | FRI   |       | SAT   |       | SUN |     | COMMENTS                                                                                                                                        |
|-------------------------------------------------------|-----|-----|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-----|-----|-------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                       | IN  | OUT | IN    | OUT   | IN    | OUT   | IN    | OUT   | IN    | OUT   | IN    | OUT   | IN  | OUT |                                                                                                                                                 |
| 21 MOORFIELDS - MOOR 02 - (RCL - PAYE)                |     |     |       |       |       |       |       |       |       |       |       |       |     |     |                                                                                                                                                 |
| J. WRAY                                               | B/H | B/H | 07:30 | 17:00 | 15:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   | Wed @ H/O                                                                                                                                       |
| K. O'MALLEY                                           | B/H | B/H | 07:30 | 17:00 | 07:30 | 19:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |
| J. BASQUILLE                                          | B/H | B/H | 07:30 | 17:00 | 07:30 | 19:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   | College Tuesday -<br>Price work Wednesday to Friday<br>07:30 to 17:00 = £940 -<br>Daywork Wednesday 17:00 to<br>19:00 & Saturday 07:30 to 16:00 |
| J. SMITH                                              | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |
| 21 MOORFIELDS - MOOR 02 - (RCL - CIS)                 |     |     |       |       |       |       |       |       |       |       |       |       |     |     |                                                                                                                                                 |
| E. AMANING                                            | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |
| K. KULINSKAS                                          | B/H | B/H | 07:30 | 17:00 | 07:30 | 19:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |
| V. BALIUVICTIUS                                       | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |
| D. CONVERS                                            | B/H | B/H | 07:30 | 17:00 | 07:30 | 19:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |
| 74 MOORGATE - ESTIMATING @ HEAD OFFICE - (RCL - PAYE) |     |     |       |       |       |       |       |       |       |       |       |       |     |     |                                                                                                                                                 |
| J. WRAY                                               | B/H | B/H | 07:30 | 17:00 | 07:30 | 15:30 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |
| 21 MOORFIELDS - MOOR - 02 - (Asa Abloy / Keenwood)    |     |     |       |       |       |       |       |       |       |       |       |       |     |     |                                                                                                                                                 |
| I. GIRBU                                              | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |
| A. CULACOV                                            | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 16:00 | /   | /   |                                                                                                                                                 |

|                                        |                   |                    |                                                            |                                 |             |
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| DOCUMENT REFERENCE:<br>DOCUMENT OWNER: | SIT-FM-009<br>DAS | VERSION NO:<br>1.0 | CREATION DATE:<br>LAST REVISION DATE:<br>NEXT REVIEW DATE: | 07/02/2013<br>N/A<br>07/02/2014 | Page 1 of 1 |
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| 21 MOORFIELDS - MOOR - 02 - (Stafford Bridge)                    |     |     |       |       |       |       |       |       |       |       |       |       |       |   |   |                                                 |
|------------------------------------------------------------------|-----|-----|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|---|---|-------------------------------------------------|
| O. STRINGER                                                      | B/H | B/H | 07:30 | 13:00 | 07:30 | 12:30 | 08:00 | 15:00 | /     | /     | /     | /     | /     | / | / | /                                               |
| B. STRINGER                                                      | B/H | B/H | 07:30 | 13:00 | 07:30 | 12:30 | 08:00 | 15:00 | 08:00 | 13:30 | /     | /     | /     | / | / | /                                               |
| S. DAVEY                                                         | B/H | B/H | 07:30 | 13:00 | 07:30 | 12:30 | /     | /     | /     | /     | /     | /     | /     | / | / | /                                               |
| D. RAWLINGS                                                      | B/H | B/H | /     | /     | /     | /     | 08:00 | 15:00 | 08:00 | 13:30 | /     | /     | /     | / | / | /                                               |
| M. PERKINS                                                       | B/H | B/H | /     | /     | /     | /     | /     | /     | 08:00 | 13:30 | /     | /     | /     | / | / | /                                               |
| D. PERKINS                                                       | B/H | B/H | /     | /     | /     | /     | /     | /     | 08:00 | 13:30 | /     | /     | /     | / | / | /                                               |
| 21 MOORFIELDS - MOOR - 02 - (Martin Construction Group) - AGENCY |     |     |       |       |       |       |       |       |       |       |       |       |       |   |   |                                                 |
| O. SLAV                                                          | B/H | B/H | 07:30 | 17:00 | 07:30 | 20:00 | 07:30 | 17:00 | 07:30 | 17:00 | /     | /     | /     | / | / | Agency carpenter -<br>Holiday all next week     |
| 21 MOORFIELDS - MOOR - 02 - (OSB Group) - AGENCY                 |     |     |       |       |       |       |       |       |       |       |       |       |       |   |   |                                                 |
| M.A. HOQUE                                                       | B/H | B/H | 10:30 | 17:00 | 07:30 | 17:00 | /     | /     | 07:30 | 17:00 | /     | /     | /     | / | / | Agency labourer 022                             |
| O OLATUNBOSUN                                                    | B/H | B/H | 07:30 | 17:00 | 07:30 | 12:00 | /     | /     | 07:30 | 17:00 | /     | /     | /     | / | / | Agency labourer 21                              |
| F. ROBIN                                                         | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | /     | /     | /     | / | / | Agency labourer 34                              |
| R. WADE                                                          | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | /     | /     | /     | /     | /     | /     | /     | / | / | Agency carpenter -<br>Off sick all next week 17 |
| G. GAVRILUT                                                      | B/H | B/H | 07:30 | 17:00 | /     | /     | /     | /     | /     | /     | /     | /     | /     | / | / | Agency carpenter - finished up 17               |
| R. OLEJNICZAK                                                    | B/H | B/H | /     | /     | /     | /     | /     | /     | /     | /     | /     | /     | /     | / | / | Agency carpenter 422                            |
| Y. HUDYMA                                                        | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 17:00 | / | / | New Agency carpenter 422                        |
| W. MADYNSKYJ                                                     | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 17:00 | / | / | New Agency carpenter 422                        |
| O. SHWUMANSKYI                                                   | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | /     | /     | /     | / | / | New Agency carpenter 34                         |
| K. STALNIONIS                                                    | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | /     | /     | /     | / | / | New Agency carpenter 34                         |
| I. ARSENIE                                                       | B/H | B/H | 07:30 | 13:30 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 17:00 | / | / | Agency carpenter                                |

|                                        |                   |                    |                                                            |                                 |             |
|----------------------------------------|-------------------|--------------------|------------------------------------------------------------|---------------------------------|-------------|
| DOCUMENT REFERENCE:<br>DOCUMENT OWNER: | SIT-FM-009<br>DAS | VERSION NO:<br>1.0 | CREATION DATE:<br>LAST REVISION DATE:<br>NEXT REVIEW DATE: | 07/02/2013<br>N/A<br>07/02/2014 | Page 2 of 1 |
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|                                               |   |     |     |       |       |       |       |       |       |       |       |       |       |       |       |   |   |   |                                                 |
|-----------------------------------------------|---|-----|-----|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|---|---|---|-------------------------------------------------|
| V. BURDUSEL                                   | ✓ | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | / | / | / | New Agency carpenter -<br>Holiday all next week |
| S. GEDEGAUDAS                                 | ✓ | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | / | / | / | New Agency carpenter                            |
| S. VILKOV                                     | ✓ | B/H | B/H | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | 07:30 | 17:00 | / | / | / | New Agency carpenter                            |
|                                               |   |     |     |       |       |       |       |       |       |       |       |       |       |       |       |   |   |   |                                                 |
| ALL AGENCY WORKERS PAID FLAT RATE ON OVERTIME |   |     |     |       |       |       |       |       |       |       |       |       |       |       |       |   |   |   |                                                 |

|                                        |                   |                    |                                                            |                                 |             |
|----------------------------------------|-------------------|--------------------|------------------------------------------------------------|---------------------------------|-------------|
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|----------------------------------------|-------------------|--------------------|------------------------------------------------------------|---------------------------------|-------------|



# TIME SHEET

|                     |                       |                        |                   |
|---------------------|-----------------------|------------------------|-------------------|
| <b>CONTRACT:</b>    | <b>REPTON GARDENS</b> | <b>REF:</b>            |                   |
| <b>COMPILED BY:</b> | <b>Slav Simonovic</b> | <b>W/E DATE (SUN):</b> | <b>25/09/2022</b> |

[illegible]

REF: Daywork/ Pricework

COMPILED BY: A. Kulsinskas  
 W/E DATE (SUN): 25/09/22

**TIME SHEET**

CONTRACT: *Hexion*

| NAME                                  | MON   |       | TUE       |       | WED   |       | THUR      |       | FRI   |           | SAT   |     | SUN |     | COMMENTS                 |
|---------------------------------------|-------|-------|-----------|-------|-------|-------|-----------|-------|-------|-----------|-------|-----|-----|-----|--------------------------|
|                                       | IN    | OUT   | IN        | OUT   | IN    | OUT   | IN        | OUT   | IN    | OUT       | IN    | OUT | IN  | OUT |                          |
| A.Kulsinskas ✓                        | 07:30 | 17:00 | Pricework |       | 07:30 | 17:00 | Pricework | 07:30 | 17:00 | 07:30     | 17:00 |     |     |     |                          |
| A.Lidzius ✓                           |       |       | Pricework |       |       |       | Pricework |       |       | Pricework |       |     |     |     | Pricework: £1318         |
| B.Ramchande ✓                         |       |       | 09:30     | 17:00 | 07:30 | 17:00 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     | Pricework: £90 + daywork |
| S.Hirani ✓                            |       |       | 07:30     | 17:00 | 07:30 | 17:00 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     |                          |
| N.Jagatia ✓                           |       |       | 07:30     | 17:00 | 07:30 | 17:00 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     |                          |
| A.Wren ✓                              |       |       | Pricework |       |       |       | Pricework |       |       | Pricework |       |     |     |     | Pricework: £500          |
| D.Barr ✓                              |       |       | 07:30     | 17:00 | 07:30 | 17:00 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     |                          |
| R.Rama ✓                              |       |       |           |       | 07:30 | 17:00 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     |                          |
| L.Fartrell (CSS agency, carpenter) ✓  |       |       | 10:30     | 17:00 | 08:00 | 17:00 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     |                          |
| R. Cozaru (OSP agency, carpenter) ✓   |       |       | OFF       |       | 07:30 | 08:30 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     |                          |
| V.Masymiuk (CSS agency, Carpenter) ✓  |       |       | 07:30     | 17:00 | 07:30 | 17:00 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     |                          |
| A.Yeniaminov (OSP agency, Labourer) ✓ |       |       | 07:30     | 17:00 | 07:30 | 17:00 | 07:30     | 17:00 | 07:30 | 17:00     |       |     |     |     |                          |



|                                                                                                                                                                                                                                                                                                                  |               |                                                                                                                                    |                       |                                            |  |  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--------------------------------------------|--|--|--|
| <div><div><div><div></div></div></div><div><div>RAPHAEL</div><div>CONTRACTING LTD</div></div><div><div>Raphael House, 123 Roebuck Road</div><div>Tel: 020 8391 9100</div><div>Cheshington, Surrey KT9 1EU</div><div><a href="http://www.raphaelcontracting.com">www.raphaelcontracting.com</a></div></div></div> |               | SITE MANAGER ALLOCATION SHEET                                                                                                      |                       | Name: Auris Kulsinskas<br>w/c : 19/09/2022 |  |  |  |
| DAY                                                                                                                                                                                                                                                                                                              | SITE/LOCATION | TASK                                                                                                                               | COST HEADINGS / HOURS |                                            |  |  |  |
|                                                                                                                                                                                                                                                                                                                  |               |                                                                                                                                    | HOXT01                | CANN01                                     |  |  |  |
| MONDAY                                                                                                                                                                                                                                                                                                           | Hoxton Hotel  |                                                                                                                                    |                       |                                            |  |  |  |
| TUESDAY                                                                                                                                                                                                                                                                                                          | Hoxton Hotel  | Morning Site Walk and jobs allocation.<br>DABS meeting.<br>Materials Orders.<br>Weekly Paperwork                                   | 9                     |                                            |  |  |  |
| WEDNESDAY                                                                                                                                                                                                                                                                                                        | Hoxton Hotel  | Morning Site Walk and jobs allocation.<br>Level 2 Guest Rooms snagging<br>Weekly Subcontractors Progress Meeting.<br>DABS meeting. | 9                     |                                            |  |  |  |
| THURSDAY                                                                                                                                                                                                                                                                                                         | Hoxton Hotel  | Morning Site Walk and jobs allocation.<br>Snagging Level 2<br>DABS meeting<br>Guest Rooms Level 5 Joinery check.                   | 9                     |                                            |  |  |  |
| FRIDAY                                                                                                                                                                                                                                                                                                           | Hoxton Hotel  | Morning Site Walk and jobs allocation.<br>DABS meeting.<br>Level 1 card locks to Front door cuts check.                            | 9                     |                                            |  |  |  |
| SATURDAY                                                                                                                                                                                                                                                                                                         |               |                                                                                                                                    |                       |                                            |  |  |  |
| SUNDAY                                                                                                                                                                                                                                                                                                           |               |                                                                                                                                    |                       |                                            |  |  |  |
| TOTAL HOURS                                                                                                                                                                                                                                                                                                      |               |                                                                                                                                    | 36                    |                                            |  |  |  |

| <div><div><div><div><div></div><div>RGL</div></div><div>RAPHAEL</div><div>CONTRACTING LTD</div></div><div>Raphael House, 123 Roebuck Road Tel: 020 8391 9100</div><div>Chessington, Surrey KT9 1EU</div><div>www.raphaelcontracting.com</div></div></div> |               | SITE MANAGER ALLOCATION SHEET                                                                                                      |                       | Name: Kes Kulsinskas<br>w/c : 19-09-22 |  |  |  |  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------------------------|--|--|--|--|--|
| DAY                                                                                                                                                                                                                                                       | SITE/LOCATION | TASK                                                                                                                               | COST HEADINGS / HOURS |                                        |  |  |  |  |  |
| MONDAY                                                                                                                                                                                                                                                    |               |                                                                                                                                    |                       |                                        |  |  |  |  |  |
| TUESDAY                                                                                                                                                                                                                                                   | 21 Moorsfield | Going through works with carpenters timber door set, selo door sets, Assa abloy door set , Safford bridg door set, Site Paperwork. | 9hrs                  |                                        |  |  |  |  |  |
| WEDNESDAY                                                                                                                                                                                                                                                 | 21 Moorsfield | Taking photos for door hand overs, dealing with problems carpenters have on site , ordering materials.<br>Dabs ,delivery meetings  | 11hrs                 |                                        |  |  |  |  |  |
| THURSDAY                                                                                                                                                                                                                                                  | 21 Moorsfield | Going through works with carpenters timber door set, selo door sets, Assa abloy door set , Safford bridg door set, Site Paperwork. | 9Hrs                  |                                        |  |  |  |  |  |
| FRIDAY                                                                                                                                                                                                                                                    | 21 Moorsfield | Going through works with carpenters timber door set, selo door sets, Assa abloy door set , Safford bridg door set, Site Paperwork. | 9Hrs                  |                                        |  |  |  |  |  |
| SATURDAY                                                                                                                                                                                                                                                  |               |                                                                                                                                    |                       |                                        |  |  |  |  |  |
| SUNDAY                                                                                                                                                                                                                                                    |               |                                                                                                                                    |                       |                                        |  |  |  |  |  |
| TOTAL HOURS                                                                                                                                                                                                                                               |               |                                                                                                                                    |                       |                                        |  |  |  |  |  |

| RAPHAEEL CONTRACTING LTD<br>Raphael House, 123 Roebuck Road Tel: 020 8391 9100<br>Chessington, Surrey KT9 1EU<br><a href="http://www.raphaelcontracting.com">www.raphaelcontracting.com</a> |                                  |                                                                                                                            | SITE MANAGER ALLOCATION SHEET |     | Name: Mark Robinson<br>w/e: 25/09/22 |         |         |    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------------------------------------------------------------------------------------------------|-------------------------------|-----|--------------------------------------|---------|---------|----|
| DAY                                                                                                                                                                                         | SITE/LOCATION                    | TASK                                                                                                                       | COST HEADINGS / HOURS         |     |                                      |         |         |    |
|                                                                                                                                                                                             |                                  |                                                                                                                            | H/O                           | MRM | HOXT 01                              | WOKI 03 | REPT 01 |    |
| MONDAY                                                                                                                                                                                      | Bank Holiday                     |                                                                                                                            | 9                             |     |                                      |         |         |    |
| TUESDAY                                                                                                                                                                                     | Site RG<br>Site MRM<br>Office HH | Check on progress<br>Go to HH to collect keys for MRM and deliver keys back to MRM<br>Pricework times                      |                               | 3   | 3                                    |         |         | 3  |
| WEDNESDAY                                                                                                                                                                                   | Site RG                          | On the tools, go to office for Podium steps                                                                                |                               |     |                                      |         |         | 9  |
| THURSDAY                                                                                                                                                                                    | Site HH<br>RG                    | Meet JRH, walk site, valuation, commercial meeting, chase II for levers<br>Addendum to Elite for ironmongery               |                               |     | 8                                    |         |         | 1  |
| FRIDAY                                                                                                                                                                                      | Site HH<br>Site RG               | Download drawings, chase MCL for SI for pull handles, Cancel hinge pads from II, order to Elite<br>Upload JMS AB Drawings, |                               |     | 5                                    |         |         | 4  |
| SATURDAY                                                                                                                                                                                    |                                  |                                                                                                                            |                               |     |                                      |         |         |    |
| SUNDAY                                                                                                                                                                                      |                                  |                                                                                                                            |                               |     |                                      |         |         |    |
| TOTAL HOURS                                                                                                                                                                                 |                                  |                                                                                                                            | 9                             | 3   | 16                                   |         |         | 17 |

| RAPHAE<br>L CONTRACTING LTD<br>Raphael House, 123 Roebuck Road Tel: 020 8391 9100<br>Chessington, Surrey KT9 1EU<br>www.raphaelcontracting.com |                 | SITE MANAGER ALLOCATION<br>SHEET                                                                                                                                                                                               |                       | Name: D Sanders<br>w/c: Monday 19/09/2022 |  |  |  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------------------------------|--|--|--|--|
| DAY                                                                                                                                            | SITE/LOCATION   | TASK                                                                                                                                                                                                                           | COST HEADINGS / HOURS |                                           |  |  |  |  |
|                                                                                                                                                |                 |                                                                                                                                                                                                                                | Moorfields            | HEAD01                                    |  |  |  |  |
| MONDAY                                                                                                                                         | Bank Holiday    |                                                                                                                                                                                                                                |                       | 10                                        |  |  |  |  |
| TUESDAY                                                                                                                                        | Moorfields site | 1/ Go to 9 0 clock meeting<br>2/ Go to the 9.45 meeting<br>3/Go to 11 o clock meeting<br>4/ Go to 12 o clock delivery meeting<br>5/ Sort out labour on site                                                                    | 10                    |                                           |  |  |  |  |
| WEDNESDAY                                                                                                                                      | Moorfields site | 1/ Go to 9 0 clock meeting<br>2/ Go to the 9.45 meeting<br>3/Go to 11 o clock meeting<br>4/ Go to 12 o clock delivery meeting<br>5/ Sort out labour on site<br>6/ Help load out Selo door sets<br>7/ sort out SB door openings | 10                    |                                           |  |  |  |  |
| THURSDAY                                                                                                                                       | Moorfields site | 1/ Go to 9 0 clock meeting<br>2/ Go to 9-45 meeting<br>3/Go to 11 o clock meeting<br>4/ Sort out labour on site<br>5/ help moving materials on site and loading out                                                            | 10                    |                                           |  |  |  |  |
| FRIDAY                                                                                                                                         |                 | Off work                                                                                                                                                                                                                       |                       |                                           |  |  |  |  |
| SATURDAY                                                                                                                                       |                 |                                                                                                                                                                                                                                |                       |                                           |  |  |  |  |
| SUNDAY                                                                                                                                         |                 |                                                                                                                                                                                                                                |                       |                                           |  |  |  |  |
| TOTAL HOURS                                                                                                                                    |                 |                                                                                                                                                                                                                                | 30                    | 10                                        |  |  |  |  |

|                                                                                                                                                                                                                                                                                                                                                                                    |  |                                                                           |  |                                                                                                                        |  |                       |  |  |  |  |  |  |  |  |  |
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| <div><div><div><div><div></div><div></div></div><div><div></div><div></div></div></div><div><div><div>RAPHAEL</div><div>CONTRACTING LTD</div></div><div><div>Raphael House, 123 Roebuck Road</div><div>Tel: 020 8391 9100</div><div>Chessington, Surrey KT9 1EU</div><div><a href="http://www.raphaelcontracting.com">www.raphaelcontracting.com</a></div></div></div></div></div> |  | Name: <div><div>S</div><div>a</div><div>m</div></div><br>w/c : 19/09/2022 |  | SITE MANAGER ALLOCATION<br><br>SHEET                                                                                   |  |                       |  |  |  |  |  |  |  |  |  |
| DAY                                                                                                                                                                                                                                                                                                                                                                                |  | SITE/LOCATION                                                             |  | TASK                                                                                                                   |  | COST HEADINGS / HOURS |  |  |  |  |  |  |  |  |  |
| MONDAY                                                                                                                                                                                                                                                                                                                                                                             |  | B/H                                                                       |  |                                                                                                                        |  |                       |  |  |  |  |  |  |  |  |  |
| TUESDAY                                                                                                                                                                                                                                                                                                                                                                            |  | REPTON GARDENS                                                            |  | SITE SUPERVISION, ORDERS/DELIVERIES, PAPERWORK, HELPING OUT.                                                           |  | 9                     |  |  |  |  |  |  |  |  |  |
| WEDNESDAY                                                                                                                                                                                                                                                                                                                                                                          |  | REPTON GARDENS                                                            |  | SITE SUPERVISION, HELPING OUT, HANDOVER                                                                                |  | 9                     |  |  |  |  |  |  |  |  |  |
| THURSDAY                                                                                                                                                                                                                                                                                                                                                                           |  | REPTON GARDENS                                                            |  | SITE SUPERVISION, HANDOVER, ORDERS, BOOKINGS. FRENCH POLISHING TO AMENITY WALL PANELS.                                 |  | 6<br>3                |  |  |  |  |  |  |  |  |  |
| FRIDAY                                                                                                                                                                                                                                                                                                                                                                             |  | REPTON GARDENS                                                            |  | SITE SUPERVISION, PAPERWORK, HANDOVER. SETTING OUTS, UNLOAD DELIVERY. SORTING OUT COMPUTER/PRINTER ERRORS WITH DOHERTY |  | 8<br>1                |  |  |  |  |  |  |  |  |  |
| SATURDAY                                                                                                                                                                                                                                                                                                                                                                           |  |                                                                           |  |                                                                                                                        |  |                       |  |  |  |  |  |  |  |  |  |
| SUNDAY                                                                                                                                                                                                                                                                                                                                                                             |  |                                                                           |  |                                                                                                                        |  |                       |  |  |  |  |  |  |  |  |  |

| RAPHAE<br>CONTRACTING LTD<br>Raphael House, 123 Roebuck Road Tel: 020 8391 9100<br>Chessington, Surrey KT9 1EU<br>www.raphaelcontracting.com |                                                                                                                         | SITE MANAGER<br>ALLOCATION SHEET                                                                                                                                                                                                                                                    |                                        | Name: Jason Wray<br>w/c : 19/09/2022 |  |  |
|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|--------------------------------------|--|--|
| DAY                                                                                                                                          | SITE/LOCATION                                                                                                           | TASK                                                                                                                                                                                                                                                                                | COST HEADINGS / HOURS                  |                                      |  |  |
|                                                                                                                                              |                                                                                                                         |                                                                                                                                                                                                                                                                                     | MOOR 02                                | 74 Moorgate                          |  |  |
| MONDAY                                                                                                                                       | B/H                                                                                                                     | B/H                                                                                                                                                                                                                                                                                 | B/H                                    |                                      |  |  |
| TUESDAY                                                                                                                                      | Office<br>Office<br>Office<br>Office<br>Office<br>Office                                                                | Daily Briefing, RAM's & Toolbox Talk<br>Time sheets and paperwork etc inc agencies.<br>Going through paperwork and works with new carpenters<br>Photo evidence for Handovers on FieldView<br>UK Parliament security Vetting application<br>E-mails, Phone calls & Allocation sheets | 1.0<br>3.0<br>1.0<br>1.0<br>1.0<br>2.0 |                                      |  |  |
| WEDNESDAY                                                                                                                                    | Head Office<br>Head Office                                                                                              | 74 Moorgate Tender – enquiries Osborne<br>Reading / Sending e-mails & Phone calls                                                                                                                                                                                                   | 1.5                                    | 7.5                                  |  |  |
| THURSDAY                                                                                                                                     | Office<br>Office<br>Longbow House (SRM)<br>Longbow House (SRM)                                                          | Photo evidence and Handovers on FieldView<br>e-mails, Phone calls & Allocation sheets<br>Key Handovers with Alex of SRM<br>Collaborative Planning Meeting                                                                                                                           | 3.5<br>2.0<br>0.5<br>3.0               |                                      |  |  |
| FRIDAY                                                                                                                                       | Office<br>Site L3 to L11<br>Site L8 to L11<br>Site L1<br>Office                                                         | Photo evidence and Handovers on FieldView<br>Walking site checking progress and availability of work<br>Supervising carpenters<br>Delivery co-ordination meeting<br>e-mails, Phone calls, allocation sheets & general paperwork                                                     | 2.0<br>2.0<br>2.0<br>1.0<br>2.0        |                                      |  |  |
| SATURDAY                                                                                                                                     | Office<br>Longbow House (SRM) & Office<br>Site – Levels 9 & 11, Core 2<br>Site – Levels 9 ,11, Cores 1, 4 & 6<br>Office | Photo evidence and Handovers on FieldView<br>Sorting out Cylinders & Keys<br>Supervising carpenters fitting cylinders<br>Supervising carpenters installing timber Door sets<br>Sorting out Battery tools, PPE & Keys for Handover                                                   | 2.0<br>1.0<br>1.5<br>1.5<br>2.0        |                                      |  |  |
| SUNDAY                                                                                                                                       |                                                                                                                         |                                                                                                                                                                                                                                                                                     |                                        |                                      |  |  |
| TOTAL HOURS                                                                                                                                  |                                                                                                                         |                                                                                                                                                                                                                                                                                     | 28.5                                   | 7.5                                  |  |  |